wade college
founded 1962

TECHNOLOGY USE FORM

Print Form

The computing resources at Wade College are provided for the use of Wade College students, faculty, and staff to support the educational programs, instructional activities, academic research, and administrative functions of the college. These resources are intended for the sole use of the college students, faculty, staff, and other authorized users, who are responsible for seeing that these computing resources and facilities are used in an effective, efficient, ethical, and lawful manner. The following policies and guidelines relate to all computing resources and their use.

ACCEPTABLE USE

1. Computer facilities/resources and accounts are owned by the college and are to be used only for educational- and college-related activities.
2. Accounts (IDs and passwords) are approved and issued by Wade College. Accounts are issued to individuals and are intended for the sole use of that individual. An account assigned to an individual is not transferable and may not be used by others without explicit permission from an instructor, an administrator, or the President. The individual to whom the account has been issued is responsible for the proper use of the account, including password protection. The account holder shall keep his or her user ID's and passwords confidential to protect the student and his or her files. Users shall not give or sell passwords to others.
3. Users may use only the computing resources they are authorized to use and only for the purposes specified when their accounts were issued or permission to use the resources (i.e., microcomputers) was granted.
4. Users shall not access or copy software or data belonging to others or to Wade College without prior authorization. Users shall not transport software or data provided by Wade College to another computer site without prior written authorization.
5. Computer software protected by copyright is not to be copied from, into, or by using campus computing facilities, except as permitted by law or by contract.
6. Users shall follow the published procedures for using the college's computing resources and shall not modify any hardware or software provided by the college.
7. Users shall respect the rights of other users. A user shall not hamper or deprive another of access to resources or encroach on another's use of computing facilities. Users shall consider the impact of their conduct on other users.
8. The same standards of intellectual honesty and plagiarism apply to computer resources, computer programs, and files as to other forms of published work.

MISUSE OR ABUSE OF COMPUTING RESOURCES

In relation to the computer network, equipment, programs, or data, conduct for which disciplinary action may be taken, includes, but is not limited to, the following:

1. Unauthorized use of computing resources or use of computing resources for unauthorized or nonacademic purposes.
2. Unauthorized accessing or copying of programs, records, or data belonging to the college or another user, or copyrighted software, without permission.
3. Using computer resources to threaten or harass others.
4. Attempted or actual breach of the security of another user's account, depriving another user of access to college computing resources, compromising the privacy of another user, or disrupting the intended use of computing or network resources.
5. Attempted or actual use of the college's computing resources for commercial purposes or non-college-/non-educational-related activities.
6. Attempted or actual transport of copies of college programs, records, or data to another person or computer site without written authorization.
7. Attempted or actual destruction or modification of programs, records, or data belonging to the college or another user or destruction of the integrity of computer-based information.
8. Attempted or actual use of the computing facilities to interfere with the normal operation of the college's computing system; or, through such actions, causing a waste of such resources (people, capacity, computer).
9. Other types of activities (the list is not meant to be inclusive) of behavior that are considered unethical and/or unacceptable including:
    a. Attempting to alter system software or hardware configurations.
    b. Attempting to deliberately degrade the performance of the computer system and/or depriving authorized users of resources or access to any college computer system.
    c. Owning, using, or attempting to introduce worms, viruses, or Trojan horses.
    d. Creating and/or running programs that are designed to identify security loopholes and/or decrypt intentionally secure data.
    e. Misrepresenting one's identity in electronic communication.
    f. Violating copyright and/or software agreements.
    g. Using the college's computer resources for commercial or profit-making purposes without written permission from the President.
    h. Violating rules and codes set by services subscribed to by the college.
    i. Disobeying or disregarding computer lab rules and/or computer system rules, policies, procedures, and protocols.

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MISUSE OR ABUSE OF COMPUTING RESOURCES (Continued from Front)

10. Allowing another person, either through one's personal computer account, or by other means, to accomplish any of the above.
11. Any act or omission that violates federal, state, or local laws or regulations relating to computer equipment, programs, or data and which is not otherwise covered may be grounds for disciplinary action and referral to the appropriate law enforcement or investigative agency.

Computer abuse is covered in federal laws by the C*omputer Fraud and Abuse Act of 1986* and the *Electronic and Communications Privacy Act of 1989*. The state statute for computer abuse is Chapter 33, Computer Crimes, Texas Penal Code. College policy is based on these laws. If a student is suspected of misuse or abuse of computing resources, the Disciplinary/Grievance Committee may impose one or more of the sanctions as outlined in the "Student Discipline" section of the *Student Handbook*.

By signing below, you are acknowledging that you have read and understand Wade College's policies on the use of computing resources at Wade College.

_____
Printed Name

_____ _____
Signature Date